

Montgomery County Land Reutilization Corporation (MCLRC)
January Board Meeting
January 17, 2012

Attendees: Carolyn Rice, Treasurer (Chair of the Board)
Judy Dodge, Montgomery County Commissioner (Board Member)
Doug Harnish, Principle Market Metrics (Board Member)
Dale Berry, Pres. Washington Twp. Board of Trustees (Board Member)
Debbie Lieberman, Montgomery County Commissioner (Board Member)
Nan Whaley, City of Dayton Commissioner (Board Member)
Paul Robinson, Chief Deputy Treasurer, Treasurer's Office
John Cumming, Chief of Civil Division, Prosecutor's Office
Angela Lilly, Treasurer's Office

Copies To: Mathias Heck, Prosecutor (Board Member)
Doug Trout, Assistant Prosecuting Attorney, Prosecutor's Office

Call to Order

Carolyn Rice, Chair of the Board, noting a quorum, called the meeting to order at 3:30 p.m. A copy of the agenda is attached for reference.

Order of Business - Approval of Minutes

Dale Berry moved to approve the December 20, 2011 meeting minutes. The motion was seconded by Doug Harnish and approved unanimously by voice vote.

Order of Business – Hylant Group Insurance Broker

Adam Balls from Hylant Group Inc. presented the board with options for a combined aggregate policy with \$1,000,000 coverage on D & O insurance, as well as \$1,000,000 Employment Policy coverage through Chubb Insurance for a total of \$2000 per year. Adam stated there would be other items to look into when more activity begins. Nan Whaley moved to approve the insurance recommendation. The motion was seconded by Dale Berry and approved unanimously by voice vote.

Nan Whaley moved to authorize Carolyn Rice to purchase general liability insurance as needed. The motion was seconded by Doug Harnish and approved unanimously by voice vote.

Order of Business – Approval of Policies and Procedures

Dale Berry questioned where the Side Lot program would fall under the policy – it was decided it would be considered residential as owners are expanding their own property. Debbie Lieberman moved to approve the policies and procedures, with the minor changes

discussed to be corrected. The motion was seconded by Nan Whaley and approved unanimously by voice vote.

Order of Business - 90 Day Road Map

Funding – Carolyn Rice approved a transfer of \$100,000 from the DTAC fund to the MCLRC fund. Per Paul Robinson, the MCLRC will use the Performance accounting system already in use by Montgomery County. The MCLRC will be treated as an affiliated agency with Montgomery County versus an internal agency. Paul Robinson will prepare the budget of the \$100,000 for approval next month.

Administrative Tasks – Carolyn Rice is soliciting recommendations for legal counsel.

Auditing – The MCLRC will need to file an annual report each year, which will be due in April. The Auditor of State has been engaged to find out what specifics they are looking for.

Memorandums of Understanding (MOU) – The MOU with the City of Dayton has been reviewed by Doug Trout and John Cummings from the Prosecutors office and given to City of Dayton Director of Planning and Community Development, Aaron Sorrell for review by the City of Dayton. Approval of the MOU will voted on by the Dayton City Commission on February 1, 2012. At the next meeting, approve MOU with the city and acquisition of three properties presented by City of Dayton. The adjudication through the expedited foreclosure is set for February 24. Per John Cumming, these are ready to go. It is drafted and ready to file.

Order of Business - Announcements

The next board meeting is scheduled for Tuesday, February 21, 2012. The following items will be voted upon: Approval of the Budget, MOU for the City of Dayton, and approval of three properties.

There will be a Reclaiming Vacant Properties Conference held June 20-22, 2012 in New Orleans.

Call to Adjourn

There being no further business, the meeting was adjourned.

Montgomery County Land Reutilization Corporation (MCLRC)
Meeting Agenda
Tuesday, January 20, 2012

Welcome: Treasurer Carolyn Rice

Roll Call

Approval of Minutes

Land Bank Insurance

Center for Community Progress Report & Recommendations

90 Day Road Map:

- Establish county land reutilization fund per ORC 321.263
- Transfer money to county land reutilization fund from County Treasurer for initial funding of MCLRC
- Administrative Tasks
 - Legal counsel
 - Staffing and space
 - Business plan with preliminary metrics
 - System for statutory compliance
 - Procedures for conveyance fees, deed filing fees, removal of LRC properties from duplicate and property exemption (County Working Group-- ready)
- Operational Tasks
 - Protocols for land acquisition and demolition
 - Property insurance needs
 - MOUs with first four targeted jurisdictions (Dayton, Harrison Twp, Trotwood, Riverside)
 - Accounting/property tracking system
 - Website

Announcements

Next Meeting: Tuesday, February 21 @ 3:30 pm

Adjourn